

**SOUTH WISCONSIN DISTRICT LUTHERAN WOMEN'S MISSIONARY LEAGUE  
GUIDELINES FOR THE ENDOWMENT FUND FOR UNDERGRADUATE FEMALE CHURCH WORKERS**

**A. WHO MAY APPLY FOR AN LWML SCHOLARSHIP IN SOUTH WISCONSIN DISTRICT?**

Active female members of congregations of the South Wisconsin District of the Lutheran Church Missouri Synod who are residents of the SWD prior to college and are preparing for full-time\* church work in the LC-MS are eligible to apply. You must be an undergraduate student at one of the educational institutions of the Synod during the school year in which you would receive this scholarship. (\*Full-time service in the church is defined as any position available through the Board of Assignments of the Synod.)

**B. HOW TO APPLY FOR AN LWML SCHOLARSHIP**

- Download the application form from the SWD LWML website at <http://www.swd-lwml.org>. Go to Forms & Publications and select Church Worker Scholarship Application from the menu. Choose the Word Fill-in Form.
- Questions can be directed to the scholarship committee through the chairman, Diane Kitzerow, phone number 262-352-7214, email [dianelwml@att.net](mailto:dianelwml@att.net) or by mail to Diane Kitzerow, SWD LWML Scholarship Committee, N100 W5880 Oxford Drive, Cedarburg, WI 53012.
- **Applications must be postmarked by April 30th, 2017** to apply for funds for the 2017-2018 school year. Completed applications can be submitted:
  - by attaching the file to an email (You may sign, scan and email your copy of page 1)
  - by mailing a printed copy to the address above.

**C. SWD LWML SCHOLARSHIP POLICIES**

1. Financial need is considered, but is not the exclusive criteria.
2. Applicants need to reapply each school year. The amount of the scholarships will not be automatically renewed but will be re-evaluated each year and decisions will be made on current circumstances, recommendations and available funds.
3. Students need to submit all of the items listed on the checklist below. **All** items must be postmarked by April 30th, 2017 or the application will be disqualified. Re-applying students: The Professor Reference must be completed by someone who has not previously written for you. References can be mailed with the application or sent separately by the reference writer.
4. Recipients should understand that they are not going to remain anonymous. A photo will be requested upon notification of a scholarship award. This picture and a short write-up of each recipient will be shared on the LWML website and by other possible means so that we can encourage our members to support our recipients in prayer and be in touch with them on a regular basis.
5. Scholarship monies will be forwarded to the student.
6. A recipient is expected to lead a God-pleasing life and to be faithful in their studies, maintaining at least a C \*(or 2.0 on a 4.0 scale) average and serve in full-time church work a minimum of two (2) years after graduation. Students who discontinue their church work program, leave school prior to graduation or do not complete this minimum service are asked to return scholarship funding.
7. Notification of results will be mailed to all applicants on or before the 1<sup>st</sup> of August.

**Please keep these guidelines for future reference.**

**CHECKLIST OF ITEMS TO SUBMIT:**

_____	Personal Information sheet	_____	Pastoral Reference
_____	School & Additional Information sheet	_____	Professor Reference
_____	Essay written by applicant	_____	Financial aid form from college

**SOUTH WISCONSIN DISTRICT LUTHERAN WOMEN'S MISSIONARY LEAGUE  
SCHOLARSHIP APPLICATION**

Please type or print clearly.

**PERSONAL INFORMATION**

NAME: \_\_\_\_\_ BIRTH DATE: \_\_\_\_\_

HAVE YOU APPLIED BEFORE? (Y/N) \_\_\_\_\_

HOME: ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

SCHOOL: ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

CELL PHONE NUMBER (IF THIS IS YOUR PRIMARY CONTACT NUMBER): \_\_\_\_\_

WHICH OF THE ABOVE LOCATIONS SHOULD WE USE TO CONTACT YOU (CIRCLE ONE)

BEFORE JUNE 1<sup>ST</sup>? HOME SCHOOL CELL AFTER JUNE 1<sup>ST</sup>? HOME SCHOOL CELL

SIBLINGS' Ages and Education Status (elementary, high school, college) \_\_\_\_\_

YOUR MARITAL STATUS \_\_\_\_\_ AGES OF CHILDREN (if any) \_\_\_\_\_

HOME CONGREGATION: \_\_\_\_\_

PASTOR'S NAME(S) \_\_\_\_\_

**I HAVE READ AND AGREE TO ABIDE BY THE GUIDELINES OF THE LWML ENDOWMENT FUND FOR FEMALE CHURCH WORKERS.**

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

**SCHOOL INFORMATION (For 2017-2018 School Year)**

College/University (include city and state) you will be attending:

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Will you be living (*check one*)  on campus?  at home?  off-campus apt?

Student Standing as of Fall 2017 (*check one*)  Freshman  Sophomore  Junior  Senior

Expected Graduation Date: \_\_\_\_\_ Grade Point ave. on 4.0 scale: \_\_\_\_\_

Church work field (*check one*):

Elementary Education  Secondary Education  DCE  Deaconess

Other: \_\_\_\_\_

**ADDITIONAL INFORMATION**

	High School	College
Church Activities and grade in which you were involved. (i.e. Youth groups 9-12; Handbells 11-12; Sunday School teacher 12; etc.)		
School Activities and grade in which you were involved. (i.e. Band, Choir, Sports)		
Leadership Roles and grade in which you were involved. (i.e. group officer, team leader)		

**Please describe what you know about the LWML. Have you been involved at any level?** (Use the back of this page, if necessary)

**Obtain a copy of your financial aid statement from your campus and include a copy.** If this is not possible, contact the scholarship chairman for an alternate detailed financial information sheet.

**Enclose a one-page essay with 1" margins, 10-12 font, and 1½ line spacing that describes:**

- Who or what led you to prepare for full-time church work.
- Gifts and talents you have that will help you in your chosen field.
- Anything else about yourself you would like us to know.

APPLICANT'S NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_ CHURCH WORK FIELD: \_\_\_\_\_

**SOUTH WISCONSIN DISTRICT LUTHERAN WOMEN'S MISSIONARY LEAGUE  
SCHOLARSHIP APPLICATION – PROFESSOR REFERENCE**

(Note: Applicants who are seniors in high school may use a high school teacher)

The above-named student has applied for financial assistance from the SWD LWML. To help us evaluate this request, please take a few moments to complete the following. Information will be kept confidential. To avoid disqualification of the applicant, completed references must be postmarked by April 30<sup>th</sup>, 2017 and mailed to:

SWD LWML Scholarship Committee, Diane Kitzerow, N100 W5880 Oxford Drive, Cedarburg, WI 53012.

Thank you.

	<b>0 UNSATISFACTORY</b>	<b>1 SOME DEFICIENCIES</b>	<b>2 SATISFACTORY</b>	<b>3 EXCEPTIONAL</b>	<b>4 CLEARLY OUTSTANDING</b>	<b>NUMERICAL RATING (0 – 4)</b>
Leadership	Would rather be a follower	Struggles with leadership roles, but manages to get the job done	Satisfactorily leads to completion of set goals.	Above average leadership skills.	Recognizes the strengths in others. Assertively guides others to set and accomplish goals.	
Compassion – missionary / volunteer service	I am not aware of any charitable service	Occasionally serves if asked	Occasionally volunteers to serve	Frequently volunteers to serve	Volunteers to serve at every opportunity	
Judgment / Decision making	Displays poor judgment. Makes irrational decisions.	Often makes poor decisions.	Usually displays good judgment.	Displays above average reasoning and judgment abilities.	Decisions usually best fit the circumstances.	
Attendance / Tardiness	Very poor. Frequently has unexcused absences/tardiness.	Below standards attendance/tardiness	Attendance is satisfactory.	Rarely absent or tardy.	Almost never absent or tardy. Will put in extra time when needed.	
Organization	Usually chaotic and disorganized.	Frequently in a state of disarray. Disorganized.	Organized sufficiently enough to get tasks done.	Highly efficient and organized.	Has immediate access to needed information. Exceptionally precise & efficient.	
Enthusiasm / Commitment / Follow through	Frequently discouraged by obstacles and quits.	Occasionally lets obstacles that could be overcome deter her.	Works through obstacles.	Able to overcome difficult obstacles.	Extremely determined. Always works until goal is reached.	
Responsibility /Reliability	Often fails to complete assigned tasks.	Occasionally leaves tasks incomplete.	Reliable, will complete assigned tasks.	Requires little or no supervision. Occasionally completes special projects.	Always accepts assignments and performs reliably.	
Courteous	Frequently causes others discomfort. Rude.	Occasionally offends those around her.	Observes common courtesies.	Always polite and conscientious of other's rights and feelings.	Always considers the comfort of others. Polite, well mannered & courteous	
Faith walk – Commitment to church	Rarely attends worship services	Attends worship service on holidays	Attends worship on a fairly regular basis	Attends worship service frequently	Worships weekly and witnesses to others	
Personal habits / appearance	Frequently looks sloppy or lacks personal grooming.	Occasionally looks sloppy or lacks personal grooming.	Usually properly groomed and dressed. Few poor personal habits.	Rarely exhibits poor dressing or grooming habits.	Always appropriately dressed and groomed.	

Please use the back of this form to make any additional comments or to inform us of any extenuating family circumstances which may affect this student's ability to fund her college education.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

HOME TELEPHONE: \_\_\_\_\_ CHURCH WORK FIELD: \_\_\_\_\_

**SOUTH WISCONSIN DISTRICT LUTHERAN WOMEN'S MISSIONARY LEAGUE  
SCHOLARSHIP APPLICATION – PASTORAL REFERENCE**

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Thank you.

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Please use the back of this form to make any additional comments or to inform us of any extenuating family circumstances which may affect this student's ability to fund her college education.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Church: \_\_\_\_\_